



MEMORANDUM

CITY OF WATERTOWN PLANNING OFFICE

245 WASHINGTON STREET, ROOM 304, WATERTOWN, NY 13601

PHONE: (315) 785-7730 – FAX: (315) 782-9014

TO: Planning Board Members

FROM: Kenneth A. Mix, Planning and Community Development Coordinator

SUBJECT: Site Plan Approval – Leray Street Apartments Parking Lot

DATE: September 26, 2013

Request: Site Plan Approval for expansion of the Leray Street Apartments parking lot at 847 Leray Street, parcel 1-06-107

Applicant: Ryan Churchill, P.E. of GYMO on behalf of the Watertown Housing Authority

Proposed Use: Parking for 17 additional cars

Property Owner: Watertown Housing Authority

Submitted:

Property Survey: Yes	Preliminary Architectural Drawings: No
Site Plan: Yes	Preliminary Site Engineering Plans: Yes
Vehicle and Pedestrian Circulation Plan: Yes	Construction Time Schedule: Yes
Landscaping and Grading Plan: Grading Only	Description of Uses, Hours & Traffic Volume: Yes

SEQRA: Unlisted

County Review: No

Zoning Information:

District: PDD #11	Maximum Lot Coverage: 40%
Setback Requirements: 20' to buildings, 25' to P.L.	Buffer Zone Required: None

Project Overview: The applicant proposes to expand the parking lot at the existing apartment building by roughly 4,000 square feet. The reconfigured lot will have 17 additional spaces and will provide a total of 57 spaces. A new exit to Leray Street will be added and a new water line and electric service will also be installed to service an existing garage.

Parking and Traffic Patterns: Because this is federally funded elderly housing, there is no parking requirement due to the provision of § 310-45[C]. The project had 30 spaces when constructed in 1982, but the lot has since been re-stripped and expanded to the current 40-space configuration. The building has 65 units, and would thus normally need 72 spaces.

The current turn movements for buses and emergency vehicles are tight. The applicant must show turn movements for the City's ladder truck on the plan. Additionally, the existing curb cut should be reconstructed with widened turn radii if possible. To facilitate the new one way traffic pattern at the site, the applicant should add "enter only" and "exit only" signs at the entrance and exit areas.

There is an existing wooden utility pole located in the street margin that is not shown on the plans. The pole is within the proposed driveway apron and it will interfere with traffic flow. The pole location must be surveyed and shown on the plans. The driving lane and driveway exit must be shifted to the southwest or the utility pole must be relocated to the northeast.

In addition, the new driveway entrance work within the City right-of-way should be installed according to City standards including a 6" thick sidewalk across the opening. Driveway apron and sidewalk details must be provided.

Lighting: Two new light poles with a total of four luminaires will be installed in the center area of the parking lot. There are also two existing light poles on the south edge of the lot. A photometric plan has been provided showing the four light poles. There are no concerns regarding light spillage exceeding 0.5 foot-candles across the property lines. However, based on the photometric data, there appears to be a lack of light coverage or low levels of lighting in certain areas in the interior of the parking lot. The applicant should review the plan to ensure that adequate lighting levels are provided.

Drainage & Grading: A catch basin will be installed in the new pavement area, connected to the existing drainage system. The system discharges into a drainage easement at the southwest corner of the property, where it percolates in a marshy pit. No signs of flooding or excessive runoff were apparent on the neighboring property, outside of the pit.

Landscaping: No new landscaping is proposed. An existing 10" honeylocust tree located north of the garage will be removed for the parking lot expansion. There is also a dead 12" maple tree located along the south side of the parking lot. The site is generally compliant with the Landscaping and Buffer Zone Guidelines but there is a gap in the buffer area along the south side of the parking lot (where the dead tree is located) adjacent to a home at 833 Leray Street. Two large maturing deciduous tree spaced 40' on center or three large maturing coniferous trees spaced 15' on center should be planted in this area.

Miscellaneous: If any plumbing fixtures are planned for installation inside of the garage, a sanitary sewer connection will be required, unless the water line is exclusively used for an exterior spigot for a hose or sprinklers.

The following additions to the site plan and survey are required: 1. Add additional labels for the lawn, sidewalk and asphalt areas as well as parcel acreage and zoning district information. 2. Depict the utilities entering the apartment building from Leray Street. 3. Survey the street margin area along with the north and west sides of the building. 4. Provide bearings and distances for the property lines on the survey.

The applicant must obtain the following permits prior to construction: Sidewalk and Curb Cut Permits

Summary:

1. The applicant shall submit a separate plan depicting the turn movements for the City's ladder truck.
2. The existing curb cut should be reconstructed with widened turn radii and enter only and exit only signs at the entrance and exit areas shall be provided.
3. The existing utility pole location in the margin must be surveyed and shown on the plans and the driving lane and driveway exit must be shifted to the southwest or the utility pole must be relocated to the northeast.
4. The new driveway entrance work within the City right-of-way shall be installed according to City standards including a 6" thick sidewalk across the opening. Driveway apron and sidewalk details must be provided.
5. The applicant shall review the plan to ensure that adequate lighting levels are provided.
6. The applicant shall not install any plumbing fixtures within the garage without providing a sanitary sewer connection.
7. The applicant shall remove the existing dead tree along the south side of the parking lot and plant two large maturing deciduous trees of different varieties spaced 40' on center or three large maturing coniferous trees spaced 15' on center.
8. The applicant shall modify the site plan and survey by adding labels for the lawn, sidewalk and asphalt areas, adding parcel acreage and zoning district information, depicting the utilities entering the apartment building from Leray Street, surveying the street margin area along with the north and west sides of the building and providing bearings and distances for the property lines.

cc: City Council Members
Robert J. Slye, City Attorney
Justin Wood, Civil Engineer II
Ryan Churchill, GYMO, P.C., 220 Sterling Street
Michael Robare, Watertown Housing Authority